

**Community Healthcare Council  
Regular Meeting  
Meeting Minutes**

**Date:** September 18, 2018 **Time:** 12:00pm-2:00pm **Location:** Multi-Purpose Room, 2101 Courage Drive, Fairfield, Ca. 94533

**Board Members:**

Mike Brown - Present  
 Cleople Earl - Absent  
 Ruth Forney - Present  
 Randy Hartt - Absent  
 Anthony Lofton - Present  
 Tracee Stacy - Absent  
 Gail Thomson - Present  
 Sandra Whaley - Present  
 Charlotte Webb - Present  
 Steve Whitely - Present  
 Brandon Wirth - Present  
 Eva Yra-Bernardes - Present

**Staff:**

Sumeera Arshad  
 Janine Harris  
 Cheryl Esters  
 Tiffany Bossi  
 Daniel Yolangco  
 Andrew Obando  
 Noelle Soto  
 Michael Stacey, Medical Services Deputy Director

<b>Topic / Subject</b>	<b>Discussion</b>	<b>Recommendation / Action</b>	<b>Responsible</b>	<b>Due Date</b>
Introductions:	Round table introductions.			
Approval of Agenda	Brandon Wirth motioned to approve the agenda. Eva Yra-Bernardes seconded the motion. Upon vote being taken, vote was: Aye: 9 Nay: 0.			
Approval of August 2018 Minutes	Charlotte Webb motioned to approve the June 2018 minutes. Ruth Forney seconded the motion. Upon vote being taken, vote was: Aye: 9 Nay: 0.			

Topic / Subject	Discussion	Recommendation / Action	Responsible	Due Date
Items from the Public	None.			
<p data-bbox="107 280 415 418">Standing Business Receive update on HRSA outstanding conditions</p> <p data-bbox="142 646 485 784">Review board composition and consider board member applications</p>	<p data-bbox="520 318 1213 602">Two conditions are remaining. The first condition, additional and required services, the contracts have been approved by the board. The contracts are currently being processed through the County and once complete will be sent to HRSA. The second condition, the needs assessment update, will be presented to the board at this meeting.</p> <p data-bbox="520 646 1213 930">No new board member applications. Discussed with board recruitment ideas to bring on consumers. Soliciting assistance from FHS providers to let patients know about CHC meetings. Flyers in the exam room informing patients regarding CHC meeting. Discuss the possibility of providing transportation to clients to attend meeting.</p> <p data-bbox="520 976 1213 1182">Reviewed consumer qualifications to join CHC board. Consumer has to be a user of FHS health center services within the past two years or is a parent or guardian of a patient who is a user of FHS health center services to qualify to serve on the CHC board as a consumer member.</p>	<p data-bbox="1241 646 1583 784">Research the possibility of providing transportation to clients to attend meeting.</p>	<p data-bbox="1631 646 1709 670">Staff</p>	
<p data-bbox="107 1235 436 1373">New Business Receive update on Community Health Needs Assessment.</p>	<p data-bbox="520 1268 1182 1479">Board received Powerpoint presentation on Community Health Needs Assessment. Four Health Needs Assessment were reviewed: Access to Behavioral Health Services, Healthy Eating and Active Living (HEAL), Disease Prevention, Management, and Treatment, and</p>	<p data-bbox="1241 1268 1591 1373">Review Touro University diabetes program and classes.</p>	<p data-bbox="1631 1268 1709 1292">Staff</p>	<p data-bbox="1881 1268 1997 1333">Oct 17, 2018</p>

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<p>Update on Mobile Medical and Dental Clinic Utilization and staffing impact and consider alternate locations.</p> <p>Approve the FHS Policy and Procedure for Use of funding from Health Resources and Services Administration</p> <p>Consider dates to Schedule HRSA Operational Site visit in CY2019</p>	<p>Access to High Quality Health Care Services. Review Touro University diabetes program and classes at next meeting.</p> <p>Board was provided update on Mobile Clinic utilization. Report provided to board shows low patient utilization at Rio Vista Senior Center and Vacaville Church of the Epiphany. Discussed the possibility of having Mobile Clinics at the Bass Derby in Rio Vista on October 12, 2019. Discussed sending letters to Rio Vista FHS clients regarding Mobile Medical and Dental Clinic services.</p> <p>Discussion on FHS Policy and Procedure for Use of funding from Health Resources and Services Administration will be deferred to next month's CHC meeting.</p> <p>Board suggest two separate weeks in September 2019 for HRSA site visit.</p>	<p>Speak to Rio Vista city council regarding having a health clinic where the mobile van can set up.</p> <p>Discontinue going to Vacaville Church of the Epiphany.</p>	<p>Gail Thompson</p>	
<p>Old Business</p> <p>Update on application of funding for Expanding Access to Quality Substance Use Disorder and Mental Health Services</p>	<p>No update</p>			

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<p>Update from CHC Advocacy Subcommittee</p> <p>Discuss annual homeless memorial in December</p> <p>Outcomes from board self-assessment</p>	<p>No update</p> <p>Board established a subcommittee to plan event.</p> <p>Board provided with Board Self-Assessment Summary report. Report based on completed self-assessments. Still waiting on other board members to complete the self-assessment tool.</p>	<p>Plan homeless memorial</p>	<p>Homeless Memorial Subcommittee</p>	
<p>Other Items</p> <p>Consumer Feedback and Discussion</p>	<p>None.</p>			
<p>Announcements and General Roundtable</p>	<p>Vacaville will launch pilot program for five tiny shelters that will house ten homeless. Shelters will be housed behind the William Carroll Center.</p> <p>New Health Services Administrator will start on October 9, 2018</p> <p>Tiffany Bossi's last meeting.</p>			

Topic / Subject	Discussion	Recommendation / Action	Responsible	Due Date
Adjourn	<p style="text-align: center;">October 17, 2018 12:00pm Dixon May Fairgrounds 655 South First St Dixon, CA 95620</p>			

**Handouts:**

August 2018 Meeting Minutes  
 Use of Funding from the HRSA Policy and Procedure  
 CHC Board Self-Assessment Summary

Board Attendance  
 Rio Vista and Vacaville Mobile Utilization Data